

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED  
ORDINANCE OR RESOLUTION ADOPTED BY CITY COUNCIL.**

**AN ORDINANCE**

**APPROVING THE TERMS AND CONDITIONS AND AUTHORIZING  
THE EXECUTION OF A FEDERAL REPRESENTATION SERVICES  
CONTRACT WITH VENABLE LLP FOR A TWO YEAR TERM NOT TO  
EXCEED \$16,667 PER MONTH.**

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**WHEREAS**, the City of San Antonio has retained consultants to represent its federal interests in Washington, D.C. since 1994 and increasingly challenging budget constraints make it imperative for local communities to have strong advocates at the federal level; and

**WHEREAS**, a Request for Proposals (“RFP”) for federal representation services was issued December 12, 2014 and a total of 5 proposals were received in response to the solicitation, however two responses were deemed non-responsive for failure to meet the SBEDA subcontracting goal; and

**WHEREAS**, a review panel interviewed the three respondents on April 23, 2015 and based on these interviews and the evaluation criteria set out in the RFP Venable LLP received the highest score from the panel;

**NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The terms and conditions of the two-year Federal Representation Services Agreement with Venable LLP, in a monthly amount of \$16,667.00, with one two-year renewal term, are authorized and approved. The City Manager, or her designee, is authorized to sign the Agreement, a copy of which, previously executed by Venable LLP, is attached to this Ordinance as Exhibit I.

**SECTION 2.** Funding in the amount of \$83,335.00 for this Ordinance is available for Fund 11001000, Cost Center 0801010001 and General Ledger 5201040, as part of the Fiscal Year 2015 Budget.

**SECTION 3.** Additional funding in the amount of \$316,673.00 for this Ordinance is contingent upon City Council approval of subsequent fiscal year budgets.

**SECTION 4.** Future funding through the renewal term of this Agreement is also contingent upon City Council approval of subsequent fiscal year budgets.

**SECTION 5.** Payment not to exceed the budgeted amount is authorized to Venable LLP and should be encumbered with a purchase order.

**SECTION 6.** The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance, may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

**SECTION 7.** This Ordinance shall take effect immediately upon the receipt of eight affirmative votes; otherwise it shall be effective ten days after its passage.

**PASSED AND APPROVED** this 21<sup>st</sup> day of May, 2015.

**M A Y O R**  
Ivy R. Taylor

**ATTEST:**

**APPROVED AS TO FORM:**

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Leticia M. Vacek  
City Clerk

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Martha G. Sepeda  
Acting City Attorney